

**EXETER-WEST GREENWICH
REGIONAL SCHOOL DISTRICT**

November 27, 2012

MINUTES

The form and content of these minutes conform to commonly accepted standards and shall become the official record of the meeting after review and approval by the School Committee. By definition, minutes are not a verbatim record for the proceedings.

The Exeter-West Greenwich Regional School District School Committee held a meeting on this date at 6:00 p.m. in the Jr. – Sr. High School Library. Members Present: Teri Maia-Cicero, Chairperson (arrived 6:23 p.m. and left 9:25 p.m.); Mark Rafanelli, Vice-Chairperson; Valerie Zuercher, Clerk (left 9:35 p.m.); Theresa Donovan, Paul McFadden, Claudine Pande, Lee Kissinger (arrived 6:06 p.m.). Others Present: James Erinakes, II, Superintendent of Schools; Robert Ross, Director of Administration; Student Member Hannah Morgan (arrived 6:11 p.m.).

ORDER – Vice Chair Rafanelli called the meeting to order at 6:02 p.m. The Pledge of Allegiance was recited and Member Donovan read the District Mission Statement.

Open Forum – None

PRESENTATION – Student Member Report – Postponed - student member absent at this time

ROUTINE ITEMS – CONSENT AGENDA- Superintendent Erinakes gave an overview of the Consent Agenda.

In response to Pande’s inquiry regarding personnel item 1. a., Superintendent Erinakes said indoor track practices would start a bit later to accommodate Mrs. Millar’s work schedule. The position was posted internally and externally. There were two applicants. Both applicants worked at the elementary school. The superintendent verified that Mrs. Millar’s BCI was not provided to members because she is an established employee.

Pande moved to accept the consent agenda; seconded by McFadden.

Kissinger arrived at this time, (6:06 p.m.)

In response to Rafanelli’s inquiry regarding personnel item 3. a., Erinakes said the Winter Sports Supervisor position vacated by Mr. Zyons has already been posted. The position is not a contract position. The Winter Sports Supervisor ensures that funds are collected at sporting events. The building principal and athletic director agree this position pays for itself with funds brought in through ticket sales.

The motion passed (6-0).

The following items were approved:

- A. Approval of Minutes – Regular Meeting Minutes of November 13, 2012; Executive Session Minutes of November 13, 2012**
- B. Personnel Items**
 - 1. Appointments – (As Recommended by the Superintendent)**
 - a. Susan Millar as Head Boys/Girls Indoor Track Coach – Sr. High, Stipend to be funded by EWG Sports 4 Kids, per agreement, effective for the 2012 – 2013 season**
 - 2. Leaves of Absence**
 - 3. Resignation – (As Recommended by the Superintendent, with Regret)**
 - a. Letter of Resignation from David Zyons resigning his position as Winter Sports Supervisor, effective November 14, 2012**
 - 4. Grievances**
 - 5. Non-Renewals**
 - 6. Recalls**
 - 7. Sabbaticals**
- C. Bills – (ENCLOSED) – Bills in the amount of \$217,172.35**
- D. Home School Approvals**
- End Consent Agenda**

Superintendent Erinakes gave an overview of the Correspondence.

In response to Pande's inquiry, Erinakes said there has not been any feedback from parents regarding Principal Marino's release from duties two days per week.

In response to Rafanelli's inquiry, Erinakes said retired principal from Coventry Schools Denise Richtarik would be Marino's replacement. Her start date is delayed pending BCI paperwork.

Correspondence – (1) Superintendent's November 19, 2012 Letter to Parents regarding an incident that occurred at the Junior High School; (2) Superintendent's November 14, 2012 Letter to Staff *and* Principal Marino's letter to the Wawaloam Community regarding Marino's release from duties two days per week; (3) 2012-2013 Approved Home Schooled Children List

NEW BUSINESS – None

UNFINISHED BUSINESS – High School Generator Discussion – Mr. Ross referenced the McClanaghan Associates Emergency Generator Report and introduced Electrical Engineer Robert McClanaghan to present his findings. This is a continuation to determine the scope and cost of this project.

McClanaghan provided site layout documents to members and administrators.

Student Member Hannah Morgan arrived at this time, (6:11 p.m.).

McClanaghan reported he met with Facilities Manager Bill Plumley to conduct a site review on the feasibility of installing an emergency generator at the high school. He presented his recommendation to install a 500kw (kilowatt) generator based on historical energy billing information from National Grid, which indicated a peak demand of 368kw during the past 12 months. The existing Elliot box (a large junction box), which is located at the loading dock, would be replaced with a new outdoor rated 4000 amp transfer switch. The proposed unit is roughly 12 feet long and would be located in the field 150-feet away from the main switch, which would involve a lot of site work. McClanaghan offered a total cost estimate of \$350,000, including equipment, installation, and engineering costs. The unit would be able to back up the school and the administration building entirely on its own.

Kissinger and McFadden raised concern the proposed unit might be too large and excessive for what the facility needs. Kissinger questioned if funding would be available if the facility was classified as a shelter. McClanaghan was uncertain. He had worked with Community College of RI on a similar project and there was some funding available through Homeland Security. McFadden expressed interest in learning what the requirements would be to provide a safe shelter during the winter. He proposed a list of essential operational needs that included heat, water, septic, some lighting, and backup to the Admin/IT Center. He questioned what size unit would service those needs. Kissinger wondered if a 200kw unit would be adequate for emergency purposes. Aside from the cost of the smaller unit, everything else would essentially be the same. In the event of an emergency, some circuits might have to be shut off because of where all the panels are to maintain sufficient power. McClanaghan said that could be looked at as a possibility. However, one problem would be the power could suddenly drop out. The transfer switch is automatic and with a smaller unit if you try to close it in on the load that is going to be connected, the unit would probably stall out. Another possibility would be to explore putting in a manual transfer switch and then go through a sequence of shutting down and then powering back up slowly with the smaller unit.

Chair Cicero arrived at this time, (6:23 p.m.).

Kissinger said he would be in favor of a 500kw generator if the high school was classified as an emergency shelter and support with funding was available.

McClanaghan offered three options to consider:

1. Install a 500kw generator, with the automatic transfer switch
2. Use a manual transfer switch, and go through a sequence of shut downs of various circuits, which would have to be identified as not needing power
3. Go into your distribution system, pick off different loads, and transfer those loads physically with wiring to separate an emergency system

Given the size of the building and where the distribution is laid out, option 3 may save money. It would take a fair amount of engineering time to look at that. It would still be a fair amount of money for the internal wiring and distribution that would have to be done. It could easily cost \$50,000 to \$100,000 with the amount of distribution that would have to take place within the building. It would involve extensive work. You would have to establish a new emergency system with several new panels throughout the building.

Kissinger said he thought the manual transfer switch would not be a good option because in some incidences, inclement weather could hinder getting to the building. The unit should automatically kick on to protect the facility. He questioned if National Grid still offered standby rates for electric power consumption, which could help provide the district with very low usage rates. McClanaghan said he thought those rates were still available.

Rafanelli summarized the committee desired the feasibility report be refined, to explore less costly alternatives, and determine the minimum requirement to keep the facility safe and to provide shelter and heat. In addition, to know what the sequence would be to turn back on.

McClanaghan estimated to fully power the administration office in an emergency would require approximately 50kw. To run the septic system and emergency lighting at the high school would require approximately 20kw and the heating system would require 25kw. Therefore, a 100 to 125kw machine would be adequate. Then develop an alternate emergency power distribution system to avoid having to interrupt the main service, and use 4000 amp equipment. McClanaghan said he could explore that option.

McFadden requested McClanaghan look at powering the admin office first, which is priority. Powering the high school would be secondary. Kissinger listed fire protection, kitchen, communications, heat, lights, and refrigeration as key necessities during emergencies. Ross asked for an approximate cost on the alternate proposal. Kissinger said he received a quote for a Caterpillar 200kw with transfer start of \$100,000. McClanaghan said moving the location of the proposed generator would significantly lower the cost estimate. A 200kw unit is about 8 to 10-feet long depending on the sound

intenerated enclosure. The engine is 6 to 8-feet long. It would be diesel-powered with a base tank.

The committee tasked Mr. Ross with following up with local emergency management personnel RIEMA (RI Emergency Management Agency) to explore grant funding for an emergency generator at the high school to offset the cost. To research National Grid's standby service rates/program. McFadden suggested reaching out to both townships for financial support, apart and separate from the school budget, to help fund an emergency generator at the high school to provide shelter for community members during emergencies. Cicero questioned if that would put the District in a different category for a grant. Ross said it would depend on what emergency shelter classification the high school received.

Zuercher recommended bringing McClanaghan's alternate options proposal and Ross' finding back to the committee all at once for discussion. Kissinger proposed to explore funding at the federal and state levels first before contacting local level officials. McFadden suspected the application process at the state and federal level might be extensive and only open for submission once a year. Zuercher requested administration research what the grant development process involves. Erinakes said he and Mr. Ross already engaged in that conversation with local emergency management personnel. They would bring this information as a follow up. They would contact EMA to get additional information.

McClanaghan said he was authorized for three days of work at a cost of \$3,000. To date he has completed two days at a cost of \$2,000. He would need one additional day to do an adequate job of assessing the alternate option(s).

In response to Pande's inquiry Kissinger said Ross had already provided the committee with a proposal of \$50,000 for a backup generator to service just the IT Center. Pande asked if the alternate plan could still happen automatically. McClanaghan said yes. Pande asked if the costs for a small generator, labor to do the wiring, and equipment would be a significantly lower number. McClanaghan said yes.

Kissinger moved to increase the current \$3,000 limit to \$4,000 to cover the extra time; seconded by McFadden. Motion passed (6-1). Donovan – No

Rafanelli reverted to agenda item,

PRESENTATION – Student Member Report – Student Member Hannah Morgan reported last Monday's donkey basketball tournament was a great success. Winter sports season is starting. At tomorrow night's ceremony, twenty-eight new inductees will be instated into the National Honor Society (NHS). Student Council is currently sponsoring a Food Drive that runs until Dec 21 to benefit the local food center(s) and a Blood Drive on December 6 with a goal of recruiting 1,000 donors. On behalf of Student Council,

Hannah asked if students could offer suggestions regarding makeup days resulting from Superstorm Sandy. Rafanelli said Student Council could always make suggestions. Erinakes said the revised calendar had already gone out with additional days added to the end of the year, and that any suggestions should be sent to his office.

In response to McFadden's inquiry, Student Member Morgan and Vice Chair Rafanelli explained induction into the NHS at the high school level is done on a yearly basis. Inductees need to hold a junior standing rate to start.

Erinakes said the additional days added to the calendar did not affect the graduation date. It is very hard to change graduation day. To our benefit, our original last day of school was significantly earlier than most other communities were. Right now, June 21 is our last day of school, which is not unreasonable and is safe for seniors. To change graduation day would be a last resort.

Capital Project Update – Mr. Ross reported the ADA access to the IT Center, which involves a concrete walkway, parking area, and two-way traffic roadway project is wrapping up and looks nice. The upkeep and beautification to that area would be addressed in the budget.

Reports/Comments – Cicero advised the regular December meeting is the School Committee organizational meeting. Every two years, members organize and elect a Chairperson, Vice Chairperson, and Clerk. Zuercher notified members she could not attend the December 11 meeting. Following a brief discussion, members agreed to schedule a Special Meeting at 5:00 p.m. on Wednesday, December 12 in the Administration Office conference room. That would require the negotiation meeting scheduled on that same date/time to start approximately ten minutes later. Teachers' Association representative Barbara Wilmot, who was sitting in the audience, was in agreement with the change.

Important Dates and Meetings – **Wednesday, November 28, 2012 – Building Committee Meeting; Wednesday, December 5, 2012 – Building Committee Meeting; Tuesday, December 11, 2012 – School Committee Meeting; Wednesday, December 12, 2012 – Negotiations; Wednesday, December 12, 2012 – Building Committee Meeting; Monday, December 17, 2012 – Negotiations; Wednesday, December 19, 2012 – Building Committee Meeting**

EXECUTIVE SESSION – RIGL 42-46-4 and RIGL 42-46-5 – Rafanelli moved to go into Executive Session at 7:09 p.m. in accordance with 42-46-5 (a) (8) – Student Discipline Matter; 42-46-5 (2) – CBA – (C94/Teachers’ Association) – Negotiation Discussion and/or Pending Litigation; and 42-46-5 (a)(1) – Personnel; 42-46-5(a)(2) – Litigation Update/Discussion: RIDE Litigation regarding Transportation to non-public/non-profit schools; seconded by Zuercher and voted as follows:

Teri Maia-Cicero	Yes
Mark Rafanelli	Yes
Valerie Zuercher	Yes
Lee Kissinger	Yes
Claudine Pande	Yes
Theresa Donovan	Yes
Paul McFadden	Yes

Meeting recessed to Executive Session at 7:09 p.m.

Cicero left the meeting at 9:25 p.m.

Zuercher left the meeting at 9:35 p.m.

Motion to reconvene to Open Session made by Donovan; seconded by Kissinger. Motion passed (5-0).

Meeting reconvened to Open Session at 10:28 p.m.

There were no votes taken during Executive Session.

Adjournment – Donovan moved to adjourn; seconded by Pande. Motion passed (5-0). Meeting adjourned at 10:28 p.m.

**ROBIN CERIO
CLERK**